

MINUTE BOOK XXIV, PAGES 43-49
TROUTMAN TOWN COUNCIL REGULAR MEETING MINUTES
APRIL 09, 2015

The regular meeting of the Town of Troutman Town Council was held in the Troutman Town Hall, 400 North Eastway Drive, North Carolina on Thursday, April 09, 2015 at 7:00 p.m. with the Mayor Elbert H. Richardson's presiding.

Council Members Present: Betty Jean Troutman, Sally P. Williams, W. Paul Henkel, Judy Jablonski, Teross W. Young

Council Members Absent: None

Staff Present: Ann G. Bailie, Town Manager; Kimberly H. Davis, Town Clerk; Steven H. Shealy, Finance Director; Erika G. Martin, Planning Director; Adam K. Lippard, Public Works Manager; Matthew A. Selves, Police Chief; Gary W. Thomas, Town Attorney

Press Present: James McNally, Statesville Record and Landmark

MAYOR ELBERT H. RICHARDSON CALLED THE MEETING TO ORDER

ITEM 1. MAYOR RICHARDSON WELCOMED VISITORS AND GUESTS

ITEM 2. INVOCATION

Pastor Dieter Punt, Holy Trinity Lutheran Church, Troutman gave the invocation.

ITEM 3. PLEDGE OF ALLEGIANCE

ITEM 4. ADJUSTMENTS TO THE AGENDA

Addition: Agenda Item 15.5 - Consider Issuing Special Events Permit for Randy's BBQ Cruis-in (*Matthew Selves, Police Chief*)

Addition: Agenda Item 16.5 - Consider Approval of Agreement with Stantec Consulting Services to begin Rewrite of the Unified Development Ordinance (UDO), (*Martin*)

Addition: Agenda Item 17.5 - Consider Approval of Sidewalk Construction from Town Hall to Existing Park Sidewalk (*Martin*)

ITEM 5. APPROVAL OF AGENDA

Upon motion by Council member Henkel, seconded by Council member Jablonski, and unanimously carried, agenda for the regular meeting of April 09, 2015 was approved as amended.

RECOGNITIONS, PRESENTATIONS AND COMMUNITY EVENTS

ITEM 6. BUSINESS SPOTLIGHT –Julia's Talley House, (*Council Member Teross Young*)

Council member Young introduced Julia's Talley House as the Business Spotlight for the month of April. Julia's Talley House, located at the intersection of Main Street and Talley Road was built in 1918 and is the former home place of Dr. J.S. Talley. Julia Ostwalt Shumake purchased the home and with her son Joe, opened the home as a restaurant on June 21, 1979 serving traditional southern cuisine in 'Family Style' or 'Cafeteria Line Style'. In serving good food at a reasonable price they have successfully developed a loyal following. The business caters to Wedding

Receptions, Family Reunions, Church Socials, Graduation Celebrations, and Business Meetings. The restaurant remains family owned and operated by the Shumake Family-Joe, Kim, and Chris with assistance from other family members and friends. The Shumakes credit their faith and beliefs for their success, along with dedicated employees. The business employs more than 25 local residents who are determined to provide the best down home cooking and service in the county. Since the beginning of the business, the Shumakes have given free meals to people at Thanksgiving and welcome the elderly who can no longer cook for themselves. They have been recognized for offering meals to shut-ins with Troutman Help Ministries since 1997.

Owners of Julia's Talley House, Kim and Joe Shumake was presented a Certificate of Appreciation for servicing town citizens and working with local charitable agencies in serving those in need. Ms. Kim Shumake thanked the Town for the recognition stating it has been a pleasure serving and meeting the Troutman community/local residents and the many people outside of town.

(Copied in full, Certificate of Recognition is attached to these minutes and is filed on CD titled: "Town Council Supporting Documents" dated April 6th, and April 9th, 2015 in CD Book #1 titled, "Town Council Supporting Documents")

ITEM 7. PRESENTATION OF A PROCLAMATION DECLARING APRIL AS CHILD ABUSE PREVENTION MONTH (Proclamation 01-15) (Mayor Richardson)

Following the reading aloud of the Proclamation, Mayor Richardson presented the Proclamation declaring April as Child Abuse Prevention Month to Ms. Laurie Trusuk, Program Director with SCAN of Iredell County (SCAN-Stop Child Abuse Now). In thanking the town for the Proclamation, Ms. Trusuk stated "it take a village to raise a child, but it take a community to keep it safe".

(Copied in full, Proclamation is filed in Proclamation Book #1 and on CD titled: "Town Council Supporting Documents" dated April 6th, and April 9th, 2015 in CD Book #1 titled, "Town Council Supporting Documents")

STANDING REPORTS

ITEM 8. TROUTMAN ESC PARK MONTHLY UPDATE, (Justin Longino, Parks and Recreation Committee Chair)

Committee Chairman Justin Longino presented the following report:

- The committee is closing in on a final decision with the Pavilion. Estimated cost of the building - \$170,000. The pavilion is moving slower than initially anticipated, but the committee is trying to make sure to build the best pavilion possible.
- Annual Golf Tournament Park Fundraiser, April 25th. All were invited to donate to the event or, enter a team. There's a \$10,000 hole in one contest and tons of other prizes. Check-in is at noon with a 1:00pm shotgun start. Price is \$60.00 per person which includes a BBQ dinner. Registration is through April 17th by contacting Sally Williams or Town Hall.
- Main Street Corridor Meeting is Monday, April 13th, at Town Hall regarding the Main St/Hwy 21/115 corridor. The items discussed at this meeting will set the course for this stretch of road for the next 20+ years. For more information contact Planning Director Erika Martin. Everyone is encouraged to attend, especially avid walkers and bicyclists.
- The first meeting of the fit stations subcommittee was held earlier this week to discuss placement of the fit stations and to give the grant writers a better idea of the vision for the finished product. The subcommittee is working out a

plan to have about 10 fit stations on the walking trail and then 10 others strategically placed throughout the park. The aim is to allow users a wider area to exercise and to grab people's attention at different points in the park.

- Chairman Longino stated that a few committee members had a meeting last week to discuss proposed changes to the Parks and Rec committee. The changes revolved around how to streamline the meetings and agenda, some procedural changes/updates since the committee and the park is going through a lot of growth. These changes will help keep discussions relevant during the meetings and will help everyone have a clearer understanding of what will be discussed at upcoming meetings.
- The Troutman Farmers Market will be open every Thursday starting April 16th from 3:30pm to 6:30pm at Troutman ESC Park. Chairman Longino thanked ESC for the use of the tent in the park again this season.
- Wendy's Night is Monday, April 27th, 5-8pm at the Wendy's in Troutman. Twenty percent of all dine-in and carry-out proceeds go to benefit the Park.

(Copied in full, Troutman ESC Park Financial Summary Ending March 2015 is file on CD titled: "Town Board Supporting Documents" dated, April 6th, and April 9th, 2015 in CD Book #1 titled, "Town Board Supporting Documents")

ITEM 9. J. HOYT HAYES MEMORIAL TROUTMAN LIBRARY MONTHLY REPORT, (Steven Rimmer, Friends of the Library President)

In the absence of Juli Moore, Troutman Library Manager, Mr. Steven Rimmer, Friends of the Library President presented the monthly report

- Circulation continues to increase year after year – 3970 items were checked out in March which is a 6% increase from March 2014.
- March 26, 2015 Iredell County Sheriff's Department held an event that included identity theft, mail fraud, ATM fraud, etc. Police Chief Matthew Selves was present representing the Troutman Police Department.
- Troutman Police Department will begin hosting monthly programs at the Library; the first of which is April 28th at 5:30pm presented by Chief Selves. The programs will be held on the 4th Tuesday of each month throughout the summer.
- April is National Poetry Month and the Library will be holding two poetry programs. April 15th at 4:00pm, and April 27th at 6:00pm.
- On Earth Day, the Library will be hosting a Flower Pot Decorating Program on April 22nd at 3:00pm. Pre-registration is required.
- Friends of the Library Meeting will be April 23rd at 6:00pm at the Library. All are welcome to attend.
- 2nd Annual Community Day is scheduled for Saturday, May 30th from 12:00-4:00pm, rain or shine. The event will include: games, face painting, live music, local authors, 15 vendor spaces (11 remaining available), free refreshments, \$5 a box book sale and much more.

- Having great progress with the Troutman Community Garden. Located behind the Library. Surplus food will be donated to Help Ministries of Troutman.
- Marty Harris, author/writer born and raised in Troutman will be at the Library this month (April). Contact the Library for scheduled date and time.

COMMENTS FROM VISITORS AND GUESTS: *The public is invited to address the Board with comments or concerns. The comment period is limited to three (3) minutes per individual.*

None

CONSENT AGENDA: *Items on the Consent Agenda are considered to be routine by the Town Council and will be approved with one motion. There will be no separate discussion on these items unless the Mayor or a Council member so requests, in which event, the item will be removed from the Consent Agenda and considered as the first item under New Business.*

ITEM 10. MINUTES OF AGENDA BRIEFING OF MARCH 09, 2015, *(Kimberly H. Davis, Town Clerk)*

ITEM 11. MINUTES OF REGULAR MEETING OF MARCH 12, 2015, *(Davis)*

ITEM 12. ANNUAL PLANNING RETREAT OF FEBRUARY 20, 2015, *(Davis)*

ITEM 13. MINUTES OF SPECIAL MEETING OF MARCH 30, 2015, *(Davis)*

ITEM 14. AMEND 2015 MEETING SCHEDULE OF THE TOWN COUNCIL, *(Davis)*

Upon motion by Council member Henkel, seconded by Council member Williams, and unanimously carried, consent agenda items were approved as presented.

(Copied in full, amended 2015 Meeting Schedule of the Town Council is attached to and filed on CD titled: "Town Board Supporting Documents" dated, April 6th, and April 9th, 2015 in CD Book #1 titled, "Town Board Supporting Documents")

NEW BUSINESS

ITEM 15. APPROVED WINE TASTING EDUCATIONAL EVENT AT THE PARK, *(Erika Martin, Planning Director)*

Mayor Richardson stated that this is an item of request to hold a wine tasting educational event in the Park in conjunction with the Farmers Market. Town Ordinance 09-14 prohibits use of alcohol in the Park unless otherwise approved by this Council.

On behalf of the Troutman Farmers Market Planning Director Erika Martin requested a wine tasting educational event hosted by the American Wine Society be held one time during the Farmers Market season. She stated that the event would cross promote the farmers market and park, plus local wine from Food Lion and Daveste would be purchased, promoted, and tasted at the event. The class would take place beneath the large white tent that is returning to the park next Wednesday, require pre-registration, and accommodate approximately 20 participants. Mr. Paul Duralia is here on behalf of the American Wine Society should you have any questions about the organization or program.

Upon motion by Council member Henkel, seconded by Council member Jablonski, and unanimously carried, approved Wine Tasting Educational Event at the Park.

ITEM 15.5 APPROVED ISSUING SPECIAL EVENTS PERMIT FOR RANDYS BBQ CRUIS-IN, (Matthew Selves, Police Chief)

Police Chief, Matthew Selves stated that on March 30, 2015 Mr. Doyt Miller submitted a Special Event Application for the event. Randy's BBQ is sponsoring the event. Chief Selves met with Mr. Miller on March 31st to discuss details of the event, and on April 1st, he paid for the months of April, May and June. Chief Selves stated that in most cases Special Events Applications are approved by staff, but because it is an on-going event of every third Saturday from 5-9:30pm for 3 months, and involves closing a portion of Eastway Drive, Town Manager Bailie advised that it would be best to receive Council's approval. Chief Selves recommended Council's approval of this request.

Council member Jablonski asked about overflow of traffic. Chief Selves responded that the event is limited to 30 show vehicles, and that he feels the event will bring in a lot of foot traffic. Mr. Miller has spoken with business owners in the area, most of whom will be closed at that time of day. Chief Selves spoke to Mr. Miller about bonding. Mr. Miller to speak with Randy (owner) of Randy's BBQ regarding the issue. Staff will closely monitor the event.

Upon motion by Council member Henkel, seconded by Council member Young, and unanimously carried, approved Randy's BBQ Cruis-in Special Events Application subject to moderation or discontinuance.

(Copied in full, application is attached to these minutes and is filed on CD titled: "Town Board Supporting Documents" dated, April 6th, and April 9th, 2015 in CD Book #1 titled, "Town Board Supporting Documents")

ITEM 16. APPROVED BUDGET AMENDMENT FOR VARIOUS PURPOSES, (Steve Shealy, Finance Director)

Finance Director Steve Shealy explained that staff is proposing a budget amendment to fund a number of items that Council has shown interest in funding from unused debt service appropriations (funds from delay of Lytton Street project). In review of each proposed item, Mr. Shealy stated that the proposed \$15,000 for a partial staffing study has been removed from the proposed budget amendment, per Council's request at the April 6th Agenda Briefing.

Upon motion by Council member Young, seconded by Council member Williams, and unanimously carried, approved purposed Budget Amendment as presented.

(Copied in full, Budget Amendment is attached to and made part of these minutes and is filed on CD titled: "Town Board Supporting Documents" dated, April 6th, and April 9th, 2015 in CD Book #1 titled, "Town Board Supporting Documents")

ITEM 16.5. APPROVED AGREEMENT WITH STANTEC CONSULTING SERVICES TO BEGIN REWRITE OF THE UNIFIED DEVELOPMENT ORDINANCE (UDO), (Martin)

Planning Director Erika Martin presented a request for approval of the proposed agreement with STANTEC Consulting Services to begin rewriting the Town's Unified Development Ordinance (UDO). The contract would allow much needed changes to the Town's UDO versus the Band-Aid approach the Town has been taking lately. The contract would include public input, a complete diagnostic of the UDO and develop draft provisions for downtown specific design standards. Staff, the Process Improvement Taskforce, the Troutman Business Council Business Recruitment and Retention Subcommittee and Town of Troutman Design Review Board recommend approval.

Upon motion by Council member Troutman, seconded by Council member Jablonski, and unanimously carried, approved execution of agreement with SANTEC Consulting Services to begin rewrite of the Unified Development Ordinance.

(Copied in full, agreement is attached to and made part of these minutes and is filed on CD titled: "Town Board Supporting Documents" dated, April 6th, and April 9th, 2015 in CD Book #1 titled, "Town Board Supporting Documents")

ITEM 17. APPROVED CHANGE ORDER NO. 1 FOR WATER SYSTEM EFFICIENCY IMPROVEMENT PROJECT WIF-1833, (Ann Bailie, Town Manager)

Town Manager Ann Bailie explained that the change order increases the contract price by \$10,680 for digging at the intersection of Lytton Street and Talley Street to locate and determine a method for abandoning existing/old waterlines. The additional funds will come from budgeted contingency therefore, no budget amendment is necessary. There is also a 60 day time extension with a completion date of May 16, 2015. If approved by Council, the Change Order will then need NC DENR's approval.

Upon motion by Council member Troutman, seconded by Council member Young, and unanimously carried, approved execution of Change Order No.1 for water system improvement project WIF-1833.

(Copied in full, change order is attached to and made part of these minutes and is filed on CD titled: "Town Board Supporting Documents" dated, April 6th, and April 9th, 2015 in CD Book #1 titled, "Town Board Supporting Documents")

ITEM 17.5 APPROVED SIDEWALK CONSTRUCTION FROM TOWN HALL TO EXISTING PARK SIDEWALK, (Martin)

Planning Director Erika Martin stated that she has received two quotes for a park sidewalk connector. The first quote is for \$5,200 to construct a 5' wide concrete sidewalk from the back of Town Hall to the park trail; the second quote is for \$8,125 to construct a sidewalk and steps to the Richardson Greenway. In talking with Ann, Steve, and Adam this morning the \$5,200 can be accommodated within this year's public works budget. Staff is recommending this project based on observation of residents and children regularly walking into the park through the driveway entrance and the fact that the property is town owned means there are no easements to obtain, allowing construction to occur well before July. Ms. Martin apologized for the late notice of this request, but thought it would be unnecessary to delay the project for another month. If Council approves this project, the sidewalk could easily be complete and enjoyed one month sooner this summer. The Parks and Recreation Committee is also in favor of this request.

Upon motion by Council member Jablonski, seconded by Council member Troutman, and unanimously carried, approved sidewalk construction as proposed.

(Copied in full, proposed sidewalk illustration is filed on CD titled: "Town Board Supporting Documents" dated, April 6th, and April 9th, 2015 in CD Book #1 titled, "Town Board Supporting Documents")

ITEM 18. COMMENTS FROM MAYOR AND TOWN COUNCIL

Mayor Richardson announced the following upcoming events:

- ❖ Public Input Meeting – April 13th, 6:30pm at Town Hall with Kimley-Horn Consultants regarding US Hwy 21 Study
- ❖ Farmers Market-April 16th - October 13th
- ❖ Troutman ESC Park Benefit Golf Tournament - April 25th at Lakewood Golf Course starting at noon
- ❖ Front Porch Fest – May 2nd from 10:00am – 5:00pm Downtown Troutman

Council member Williams extended an open invitation to attend the Troutman ESC Golf Tournament on Saturday, April 25th. Currently, there is 22 hole sponsors, and 25 teams registered. .

ITEM 19. COMMENTS FROM TOWN MANAGER, (Bailie)

Ann Bailie, Town Manager

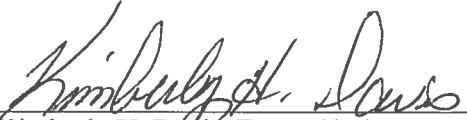
- Reminder to Town Board of meeting with Kimley-Horn on Monday, April 13th, at 10:00am.
- Recognized Adam Lippard, Public Works Manager on his 8th Anniversary with the Town.
- Town Manger Bailie inquired of Council if they would like to hold a 2nd Budget Workshop. Council was in favor. Town Manager Bailie to email optional dates to the Mayor and Town Council.

Adam Lippard, Public Works Manager

- Due to not being able to attend the Agenda Briefing/Budget Workshop, Public Works Manager Lippard gave a brief explanation regarding specifically Capital Items proposed in the Utilities Budget that included a Jackhammer, Vehicle Lift, Polaris Ranger Utility Vehicle, and Compaction Tamp to improve efficiency, productivity, and safety for the department's employees. The current UTV (03' Snapper) and current Tamp will be kept for backup purposes.

ITEM 20. ADJOURNMENT

Upon motion by Council member Troutman, seconded by Council member Young, and unanimously carried, the April 09, 2015 Town Council meeting was adjourned at 7:58 pm.


Elbert H. Richardson, Mayor
Kimberly H. Davis, Town Clerk